

**In the claims:**

1. (previously presented): A method of generating an E-mail message comprising the steps of:
  - generating a draft of the message,
  - proofreading the draft of the message and acknowledging message is proofread and finished,
  - signing the draft,
  - only after signing the draft and acknowledging proofread and finished permitting addressing of the message.,
  - performing checking of the address and
  - only after addressing the message and performing checking of the address and signing the draft permitting sending the E-mail.
2. (original): The method of Claim 1 including the step of sending the E-mail only after signing the draft and addressing is complete.
3. (original): The method of Claim 1 wherein said draft is placed on a colored screen that changes color after signing the draft.
4. (currently amended): The method of Claim 3 wherein said draft changes color to a different color after the addressing.
5. (original): The method of Claim 1 wherein said signing includes acknowledging it is signed.
6. (original): The method of Claim 1 wherein acknowledging includes placing a label indicating a signature.

7. (original): The method of Claim 6 wherein said label includes a marking on a form.
8. (original): The method of Claim 1 wherein said addressing includes a checking step of providing a list of addresses and an indication of who gets full copies and who does not.
9. (previously presented): The method of Claim 1 wherein if it is not signed and proofread the process returning to the generating a draft step.
10. (previously presented): The method of Claim 1 wherein said addressing includes providing a listing of who gets a full copy and who gets a blind copy and said checking includes checking the listing of who gets a full copy and who gets a blind copy.
11. (previously presented): The method of Claim 1 wherein said addressing includes providing a listing of names of who gets attachments and said checking includes checking names of who gets said attachments.
12. (currently amended) : A method of generating an E-mail message comprising the steps of:
  - drafting a text message by an author on a display screen;
  - requiring an acknowledgment that the draft of the message is proofread and finished by the author;
  - only after acknowledging the message is proofread and finished permitting addressing of the message,
  - addressing the message;

performing an automatic checking of the address after addressing the message; and permitting sending of the E-mail only after receiving an acknowledgement of correct addressing.

13. (previously presented): The method of claim 12 wherein said acknowledgement of proofreading and finished is by the author signing the draft.

14. (previously presented): The method of claim 12 wherein after acknowledging the message is proofread and finished automatically providing an addressing screen to address the message.

15 (previously presented): The method of claim 14 wherein addressing screen is in the form of an envelope.

16. (previously presented): The method of claim 12 wherein said automatic checking of the address includes checking to determine that a salutation of the draft matches the address.

17. (previously presented): The method of claim 12 wherein said automatic checking of the address includes checking the names for attachments and full or blind copies from a listing.

18. (previously presented): The method of claim 13 wherein after signing the draft, the draft changes color.

19 (previously presented): The method of claim 12 wherein after checking the addressing, providing a query to send the message and the sending of the message only if the author positively answers the query to send the message.

20. (previously presented): The method of claim 19 wherein after checking the addressing and before mailing the draft changes color.